



24-1158

The Secretary of State presents his compliments to Their Excellencies and Messieurs and Mesdames the Chiefs of Mission and takes this opportunity to remind the Chiefs of Mission of the requirements regarding motor vehicle insurance. This note supersedes the Department's diplomatic note No. 23-722, dated April 25, 2023.

The Department wishes to remind the Chiefs of Mission that all mission and personally owned vehicles, including leased or otherwise regularly used, must maintain federally mandated levels of liability insurance. The minimum automobile liability insurance coverage for each mission and personally owned vehicle must be at least \$300,000 combined single limit (CSL), i.e., all personal and property liability arising from a single accident. The Department's Office of Foreign Missions (OFM) will accept "split limit" policies of \$100,000 per person, \$300,000 per accident, and \$100,000 for property damage (\$50,000 for property damage for motorcycles only). Information concerning OFM's vehicle insurance

**DIPLOMATIC NOTE**

requirements can be found on OFM's website at:

<https://www.state.gov/vehicle-liability-insurance-requirements/>.

Effective immediately, the Department has determined that insurance updates must be submitted via the Department's eGov system no later than fifteen days after the expiration date of the insurance policy. Failure to comply with these insurance requirements will result in a \$200 non-compliance fee per insurance policy.

All non-compliance fees are invoiced via Pay.gov, and payment must be remitted via Pay.gov. Vehicle registrations may remain suspended until the Pay.gov invoice has been resolved, the insurance transaction is adjudicated, and the registration has been renewed by OFM. Furthermore, the Department notes that missions and their members will not be able to receive the title of any associated vehicles until the non-compliance fees are resolved.

Vehicles that are driven with suspended or expired registrations risk being issued citations by law enforcement and any applicable points will be applied to the mission member's driving record. The Department expects foreign missions and their members to fully satisfy any such citations.

Questions regarding this policy can be directed to [OFM-Policy@state.gov](mailto:OFM-Policy@state.gov).

Questions regarding eGov transactions can be directed to [OFM-FMS@state.gov](mailto:OFM-FMS@state.gov) or your regional office.

Department of State,

Washington, June 13, 2024.

A handwritten signature in blue ink, appearing to be "K. H.", is located to the right of the date.